

	JUSTICE CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES	REFERENCES: 505 KAR 1:140 3-JDF-5A-16, 5H-01, 02
CHAPTER: Detention Services		AUTHORITY: KRS 15A.065
SUBJECT: Release from Detention		
POLICY NUMBER: DJJ 729		
TOTAL PAGES: 2		
DATE ISSUED: July 15, 2005		EFFECTIVE DATE: 02/03/06
APPROVAL: Bridget Skaggs Brown		, COMMISSIONER

I. POLICY

Youth shall be released from detention under proper legal conditions using procedures that ensure the security of the facility and the welfare of the resident.

II. APPLICABILITY

This policy shall apply to all state-operated detention centers and community based alternative to detention programs.

III. DEFINITION

Not Applicable

IV. PROCEDURES

A. Each Juvenile Detention Center shall develop Standard Operating Procedures governing the release of youth. These Standard Operating Procedures shall be made available to staff.

B. Youth released on medication shall be provided a minimum of **three days medication**.

C. Release from Alternative to Secure Detention Programs:

Upon receipt of a court order authorizing the release of a youth from an Alternative Detention Program, it shall be the responsibility of the Detention Alternatives Coordinator or designee to prepare a Summary Release Report. The youth shall not be required to be physically returned to the detention center to be processed for release.

D. Release From Secure Detention

Upon receipt of a court order authorizing the release of a youth from secure detention, the Youth Counselor or designee shall insure that all release procedures are completed and a Summary Release Report is prepared.

POLICY NUMBER DJJ 729	ISSUE DATE 07/15/05	EFFECTIVE DATE 02/03/06	PAGE NUMBER 2 of 2
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- E. Youth released for placement into a DJJ operated residential program shall have their original Individual Client Record and Medical Record transferred to the receiving facility at the time of placement or at the latest within 24 hours of placement. If the simultaneous transfer is not possible, the facility charge nurse or designee shall contact the receiving facility's charge nurse immediately to notify the receiving facility of any special medical problems or prescription information. A minimum of **three days medication** shall be forwarded with the youth to the receiving facility.

V. MONITORING MECHANISM

The Superintendent or designee shall be responsible to monitor these activities. The Division of Program Services shall conduct, at minimum, annual program audits.